

# Memorandum

**To:** City Council  
**From:** Wendy Hanson  
**Date:** 6/22/2007  
**Re:** Jubilee House

---

At the April 10<sup>th</sup>, 2007, City Council regular session, Nancy Dolezal requested additional “emergency” funding for the Jubilee House, in the amount of \$2,000. The City had previously provided \$1,334 to Jubilee House to provide services as outlined in the memorandum agreement dated February 13, 2007. At the April 10<sup>th</sup>, 2007, meeting, Council approved a motion to enter into a “contract for service with Jubilee House in the amount of \$2,000 with the Contract to contain an accounting oversight clause, and approve the Mayor’s signature on said contract”.

Staff felt it was important to present the agreement to you, prior to releasing any funds, for your review. The current proposed agreement requests that Jubilee House provide a financial report on a quarterly basis from the date of the agreement through December 31, 2007, as well as a copy on any audit of Jubilee House’s financial statements. Nancy Dolezal has stated they are working on the financial statements and audit, but neither are completed as of today.

**Requested Action:** The Council may want to approve the attached memorandum agreement between Jubilee House and the City of Gunnison, dated June 26<sup>th</sup>, 2007, and authorize the mayor’s signature on the contract.

Please let me know if you have any questions.